

# WV INCOME MAINTENANCE MANUAL MANUAL MATERIAL TRANSMISSION

<b>DATE:</b>	April 1, 2016	<b>CHANGE NUMBER:</b> 728
<b>TO:</b>	ALL INCOME MAINTENANCE MANUAL HOLDERS	

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This change is being made to update supportive service limits, reinstate the subsidized employment program, and add an exclusion of one vehicle per work-eligible individual in the household as an asset.

**Chapter 1:**

1.3, 1.25: Clarified if an applicant does not complete all requirements for WV WORKS following a DFA-RFA-1, the appropriate system action is to deny the WV WORKS application.

**Chapter 10:**

10.4: Clarified SNAP deeming during the TANF sanction period.

**Chapter 11:**

11.4: For WV WORKS, one vehicle as defined in IMM 11.1 is excluded as an asset per work-eligible individual in the household. All other vehicles including recreational vehicles are still considered an asset.

**Chapter 13:**

13.10: Removed the WS component as required during a sanction period.

**Chapter 21:**

TOC: Removed reference to NEMT and listed new Appendix B.

21.4,C: Removed this obsolete section to Appendix B.

Appendix A, Obsolete NEMT Replacement Desk Guide removed to Appendix B.

**Chapter 24:**

24.4, 24.14: Added vehicle repair and vehicle insurance as an allowable payment under the OW component. This payment is used for Family Stability when the need for these services is a challenge to participation. Once this type of payment is made and the customer does not participate, future payments of this type must not be made for that individual.

24.4: Clarified when the Family Strengths and Challenges screen should be updated in eRAPIDS.

24.10: Clarified that participants cannot choose a site for Community Service which has employees in layoff status.

24.6, 24.14: The Employment Subsidy Program (ESP) was reinstated; the contract period must not exceed 6 months. Family Support Specialists will be responsible for contacting employers and negotiating these contracts. Copies of all ESP contracts must be scanned to DFA to ensure the number of ESP slots available is not exceeded.

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24.7: EIP contract hours were updated.

24.14: Supportive service payment limits were increased.

- The limit for collateral will be \$450 for a 12 month period. Payments may be made under this category for assistance with internet access for individuals participating in vocational educational training or college only.
- The limit for tools was increased to \$1,000 lifetime.
- The limit for transportation was increased to \$15/daily; \$345/monthly with the prepayment limited to \$60.
- Vehicle repair was increased to \$2,000. All previously used payments count towards the increased limit; and
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- Vehicle insurance was increased to \$1,500. All previously used payments count towards the increased limit.

24.17: Corrective payment reasons were updated.

Appendix F: Revised form DFA-TS-12

**Chapter 27:**

27.1: Added replacement of benefits.

Policy questions should be directed to the DFA Policy Unit.

RAPIDS questions should be directed to the RAPIDS Help Desk.

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